



PUBLIC WORKS COMMITTEE
November 12, 2014
7:30 p.m.

MEETING MINUTES

Call to order: Chairperson J. Conners called the meeting to order.

Attendance:

- **Committee members present:** Chairperson J. Conners, Councilor C. Durkin, Councilor C. Soltysiak, Councilor J. Mixon, and Councilor K. Farrell.
- **Committee members absent:**
- **Others present:** President D. Pancoe, and Vice President R. Bunker, Borough Manager G. Locke, Mayor E. Foley, Public Works Director T. Frank, and Police Chief A. DiValentino

Public Comment: No Public Comment

Reports

- **Public Works Director:** A written report was provided with the monthly meeting materials. Public Works Director T. Frank confirmed that they were completing the setting up the brine tank and will be making the first batch of brine for the season. After the brine is made they will be able to put the brine in the storage tank and continue making more. Public Works Director T. Frank attended a train the trainer for flagging.
- **Engineer:** A written report was provided with the monthly meeting materials.

New Business

1. **Borough Engineer Update** - Chairperson J. Conners stated a sub-committee was put together made up of himself, Vice President R. Bunker, Councilor C. Durkin, Councilor T. Danilak, Borough Manager G. Locke and Public Work Director T. Frank. Ten proposals were received and it was narrowed down to four. These four were interviewed, and by the end of the night the decision came to be Boucher & James. The representative for the Borough would be Mark Ishold. Councilor J. Conners stated that it is the intention of the sub-committee to appoint Boucher & James as the Borough Engineer during the November 22nd council meeting.

Chairperson J. Conners made a motion, seconded by Councilor T. Danilak, to forward the appointment of Boucher & James as the Borough Engineer to the council meeting on November 22nd.

2. **Public Works Yard Wall Repair Update** - Chairperson J. Conners stated Pennoni provided Engineered plans to repair the Public Works Yard Wall. This will cost roughly \$60,000. Borough Manager G. Locke stated Pennoni has not determined a date to start fixing this wall, however they are looking at staging the fixture into two phase, phase one being putting the foundations in and temporary assuring of the wall to allow the wall to last through this winter and plan for the budgeting of the fixture of the wall. The wall is being re-evaluated to determine if there is an immediate need

for repairs to be made. Borough Manager G. Locke is hoping to buy the materials and offer labor for the first phase to help lower the cost for the Borough.

3. **2015 Paving Project** - Chairperson J. Conners mentioned PECO will be coming in to put in gas lines then the Borough will be working with PECO to pave the streets that they have opened up. It looks like the Borough will be paving half of the street with PECO paving the other half. Greenwood Avenue from the train station to Walnut Street, Healy Street, Linden Street, and Cedar Avenue from Hillside Avenue to Greenwood Avenue. Chairperson J. Conners also stated that the Borough is looking to borrow \$400,000 from TD Bank to pave approximately 1.7 miles. This money would be paid back with the liquid fuels tax over a 10 year period. This project needs to be approved by the Administration & Finance Committee before the Borough can borrow the money. This would pave all of the roads that are colored in red on the Borough map. Borough Manager G. Locke received permission from Chairperson J. Conners and President D. Pancoe to forward the PECO Paving Project to Building Zoning and Revitalization so he may send out the concrete letters to residents early.
4. **Winter Maintenance Preparation** – Chairperson J. Conners confirmed that the Borough does have 150 tons of salt. The brine will be ready on Monday.
5. **Parking Deck Preliminary Discussion** – Councilor C. Durkin stated there has been a discussion about a parking deck for a while now. Business owners have brought up the idea of a parking deck. The discussion has not included funding or anything of that nature, just a discussion to see if a parking deck would be feasible here in Jenkintown. Earl Armitage stated that they would need to design a parking deck before any discussion on how much parking can be available.

Old Business

1. **Liquid Fuels/Loan Paving Project** – Councilor J. Conners stated that this topic was discussed during the 2015 but that the liquid fuels will be used to pay back the \$400,000 loan from TD Bank over 10 years.
2. **PECO Electric/Gas Paving Project** – Councilor J. Conners discussed that PECO will be back in the spring to finish this project.
3. **PECO Electric Upgrade & Tree Work** - Borough Manager G. Locke stated that they have delayed the tree trimming and gas line work until the first week of December but will keep in touch with PECO for any other updates.
4. **PECO – Gas Main Project** – Borough Manager G. Locke stated that PECO will be tomorrow to mill parts of West Avenue and Greenwood Avenue. They wanted to do a temporary patch but realized the damage is too extensive and will be milling and repairing the base.
5. **AQUA PA – Watermain Replacement Project** - Councilor J. Conners confirmed they will be in after the holidays and be back in January. That is taking place on West Avenue, Leedom Street, and Summit Avenue.
6. **Waste Disposal Planning 2015 Update** - Borough Manager G. Locke stated that they met over in Springfield Township to go over the bids for the Waste Disposal, no one was very happy with the bids due to contracts ending at different times and increased cost. It is actually a five year contract with an option to extend another two years. Borough Manager G. Locke stated that it is possible for the Borough to send out a second bid. Borough Manager G. Locke stated he will know more after his meeting on Friday.

Adjournment: On motion of Chairperson J. Conners, seconded by Councilor C. Durkin, the motion to adjourn the meeting passed unanimously.



PUBLIC WORKS COMMITTEE

October 8, 2014

7:30 p.m.

MEETING MINUTES

Call to order: Chairperson J. Conners called the meeting to order.

Attendance:

- **Committee members present:** Chairperson J. Conners, Councilor C. Durkin, Councilor C. Soltysiak, Councilor J. Mixon, Vice President Bunker
- **Committee members absent:** Councilor M. Boutcher, Councilor K. Farrell.
- **Others present:** Borough Manager G. Locke, Mayor E. Foley, Public Works Foreman Jim Riggins, Police Chief A. DiValentino, Engineer O. Hyne

Public Comment: Adrienne Redd stated that there will not be a representative from PECO here at this meeting but that they will appear instead at a meeting the following week with Borough Officials and members of the EAC. Adrienne Redd stated that anyone who was getting their tree removed or trimmed are welcome to get a Red Bud Sapling in its place for no cost by contacting her, as well as buying other trees at discounted prices.

Reports

- **Public Works Director:** A written report was provided with the monthly meeting materials. Public Works Foreman K. Riggins wanted to highlight that Polaris Construction were contracted this month to repair paving on Summit Avenue, Hillside Avenue and Myrtle Avenue. Public Works provided labor to reduce the price.
- **Engineer:** A written report was provided with the monthly meeting materials. Engineer O. Hyne discussed the H2O Cedar to Walnut Project and meeting with Mr. Vince McCabe of 112 Walnut Street. Mr. McCabe had a ponding issue in his back yard and Engineer O. Hyne met and looked at the issue. Engineer O. Hyne stated that the Borough had agreed to give Mr. McCabe money to hire his own landscaper. His landscaper did the restoration and at the end there was still a ponding issue left. Engineer O. Hyne left Mr. McCabe with a few suggestions but wanted to make it clear that it is now up to Mr. McCabe to fix and rectify the situation. O. Hyne stated that there was a letter sent to Borough Manager G. Locke stating the findings in detail. Engineer O. Hyne also wanted to mention the I&I report that was recently completed. It was sent to Cheltenham and within thirty days a meeting should take place between the Borough of Jenkintown and Cheltenham to review any comments or questions. If there is no questions or comments it will remain as is. 2014 Paving Program is now complete and recommendation for payment of the contractor has been submitted.

New Business

- 1. PECO Electric Upgrade/Tree Cutting** - Chairperson J. Conners stated that PECO plans to come in and change the voltage from 4kvs to 13kvs. They will be on Greenwood, Summit and Runnymede Avenues but are still mapping out the streets that will be affected. PECO is planning to replace around eighty electrical poles. Chairperson J. Conners was asked by Adrienne Redd of the EAC to research what rights people had for just compensation from PECO under the just taking clause in the Constitution. Chairperson J. Conners did reach out to Sean Kilkenny's office and Solicitor Kilkenny did research and write a memorandum, Chairperson J. Conners will forward that memorandum as soon as possible. PECO stated they would have a meeting with PW Chairperson J. Conners, Councilor Mixon, Borough Manager G. Locke, Adrienne Redd & Alyson Lester from the EAC, and John McGrath from the Shade Tree Commission. Borough Manager G. Locke stated that he does not have a time line on the project but knows that the tree trimming will take place during the end of October. Borough Manager G. Locke stated that they are still walking the grid to see which trees are affected but once finished PECO will let the Borough know what their plans and intentions are. Borough Manager G. Locke stated that the Borough and PECO do meet next week to discuss their plans. Borough Manager G. Locke stated that PECO wanted to get their trimming work done before the severe weather occurs.
- 2. Planning of PW Equipment Purchases** - Chairperson J. Conners stated that the next equipment purchase the Borough is interested in is a milling machine and a power broom. Pictures were included in the packet. The price of a milling head and broom is approximately \$17,500. The Borough has done some milling and paving recently and to rent the milling machine and broom costs \$1,000 per day. Chairperson J. Conners stated that buying a milling machine would save us the cost of renting one but also extend the life of the road. Councilor C. Durkin asked if we could go through the COSTARS Program for the purchase. Borough Manager G. Locke stated that this would be a COSTARS purchase. Councilor J. Conners stated it wouldn't be used to mill whole streets, just sections of streets. This would be paid for through the street tax. Councilor J. Conners also stated that it would be going to the Admin & Finance meeting this month.
- 3. RFP/RFQ for Engineering Services** - Chairperson J. Conners mentioned that the Request for Proposals were due Friday September 26th and the Borough received ten proposals. Chairperson J. Conners stated that they would like to narrow those ten down to three so that interviews could be scheduled. A sub-committee was assembled, Chairperson J. Conners, Councilor C. Durkin, Councilor T. Danliak, Vice President R. Bunker, Borough Manager G. Locke and Public Works Director T. Frank were assigned to be on the selection sub-committee.
- 4. Parking Kiosk** – Chairperson J. Conners discussed that the parking meters that we have now are getting close to the end of their life cycle. To replace the parking meters would cost \$600 per meter. Instead, Chairperson J. Conners stated that the Borough is thinking about buying another parking kiosk, similar to the ones we currently have in the Greenwood Avenue lot. This new kiosk would go in Town Square to replace all the meters there. The cost to buy a new kiosk is \$10,300 but Chairperson J. Conners wanted to highlight that the parking receipts are approximately \$28,000 over the budgeted amount this year. Chairperson J. Conners stated that we do have funds for the meters and thinks that this would be a better alternative than replacing parking meters all over town. Borough Manager G. Locke also added that the kiosk had been \$14,000 but have since come down in price due to advances in technology. Borough Manager G. Locke also stated that he will continue to work with the kiosk manufacturer to secure the best deal possible.
- 5. SEPTA Community Meeting** – Councilor C. Durkin stated there will be a SEPTA community meeting in reference to the Wyncote Substation that is will take place at Abington High School on Tuesday, October 14th.

Old Business

1. **Road Repair Progress** – Councilor J. Conners stated that paving repairs took place on Hillside Avenue, Vernon Avenue and Summit Avenue which was done with the milling machine that was rented. Borough Manager G. Locke stated they have one more day of road repairs planned with and would be working on Elm Avenue, Cheltena Avenue and Newbold Road.
2. **Public Works Yard Wall Repair** – Councilor J. Conners stated that three Engineers did come out and look at the wall. Councilor J. Conners feels as though Pennoni came up with the lowest cost on an Engineered solution. Borough Manager G. Locke explained that there was a lot of different ways for the wall to be fixed, a couple showing that the yard would be reduced by four feet. Pennoni's plan is going to reduce the yard by eighteen inches with very large footings. At first the cost of the plans were going to be \$5900 but that was reduced to \$3000 by removing tasks that could be performed in house. Borough Manager G. Locke ordered the plans and expects to have them within one week. The construction will a collaborative effort with a contractor, they have received two prices from concrete contractors and are waiting for a third. Borough Manager G. Locke explained that they will be having Public Works help with the labor on this job to reduce the cost. Borough Manager G. Locke is hoping to stay underneath the \$18,333 bid price.
3. **Liquid Fuels/Loan Paving Project** - Councilor J. Conners discussed that there are a number of streets ranked at five on a scale of one to five and five being the worst. Councilor J. Conners stated that they are still considering borrowing \$400,000 to repave all of the streets that are classified as a five. This comes to 1.6 miles of road. This paving project would consist of the entire length of Runnymede Avenue, Cheltena Avenue, Elm Avenue, Hillside Avenue and the portion of West Avenue on the East side of town. This loan would be paid back over ten years with the money received from liquid fuels. Councilor C. Durkin asked if Greenwood Avenue was dropped from that list. Borough Manager G. Locke stated that Greenwood Avenue was not dropped from the paving list but instead was going to be paved by PECO during the PECO paving project. PECO would also be paving parts of Division Street, Healy Street, Cedar Street and Linden Street. Borough Manager G. Locke stated that in the past two years the Borough has paved Clement Road, Cloverly Avenue, Myrtle Avenue, Wyncote Road, Mather Road, Cottman Street as well as portions of Elm Avenue, Florence Avenue, West Avenue, Willow Street and Highland Avenue. With the roads being proposed the total would be approximately five miles of road in four years. Councilor J. Conners stated that both he and Borough Manager G. Locke sat down with a representative from Penn DOT and discussed this project and proposed loan with Penn DOT. Penn DOT would keep a close eye on the payments of the loan and did encourage Jenkintown Borough if they wanted to go ahead with this project to get the bid out no later than March 2015. Borough Manager G. Locke stated that we will receive \$90,000 for liquid fuels this year.
4. **2014 Paving Project Update** – Councilor J. Conners stated that the project is done and are waiting for payment requests from RVB.
5. **PECO Gas Main/Paving Project** - Councilor J. Conners confirmed that PECO has left town and will be back to work in Jenkintown during the second week of November, but they will not be coming to the business district. They will also be working during the day instead of at night.
6. **Waste Disposal Planning 2015 Update** - Councilor J. Conners stated that the bids are coming in on October 16th and there is a lot of decisions that the Borough can make such as deciding the terms, and the length of the contract and so forth. It can go up to a total of ten years but has to at least be contracted for two years. Borough Manager G. Locke stated that this will take some deliberating by Council to decide what terms the Borough will choose. This does need to happen quickly and must be done by the end of the year when the County would like to discontinue operating the waste disposal operation.

7. **AQUA Water Main Project** - Councilor J. Conners stated they did commit to doing West Avenue at night coming from York Road and then come back up Summit. Councilor J. Conners did confirm they are unsure when this project will be started but will inform the committee once they are given the information.

Adjournment: On motion of Chairperson J. Conners, seconded by Councilor C. Durkin, the motion to adjourn the meeting passed unanimously.